

Board Meeting Minutes

The Vancouver Life Drawing Society

Tuesday October 1, 2019; Campagnolos at 7:00 PM

The meeting was called to order at 7:30pm approx..

In attendance: Douglas Smardon (president), Suzanne Saint Pierre (vice president), Ron Bijok (treasurer), Alain Boullard, Paul Kernan (secretary), Dean Gazeley, Nick Jackiw, Guest

Standing Items:

1. President's introduction
 - a. Agenda agreed.
 - b. The president, and all board members welcomed the participation of former board member Nick Jackiw.
 - c. Nick responded and outlined a number of areas where he believes he can assist Board activities including, a) assisting Alain as model coordinator, and b) taking responsibility for IT and tech systems, website, Facebook etc.
2. Minutes of the previous meeting were reviewed and approved
3. Financial Report
 - a. The topic of distribution of monies between the long, and short-term accounts (LTA & STA) was discussed. Monies have not been moved to GICs as previously discussed. The appropriate amounts to be maintained in each account were discussed and a minimum balance of \$7k for the STA was agreed. It was also agreed that \$8k, from the LTA would be moved to GICs. Alternative GIC options were discussed and it was agreed that Dean would review these options and make recommendations.
 - b. Ron presented graphs showing attendance and revenue; the overall trend of slowly losing money continues. It was agreed that no immediate action is required, that the Board continue to monitor the situation and, if necessary, take action at the next AGM.

- c. Dean brought up a related issue of tracking membership renewals and ensuring that all session attendees availing of reduced session rates have up to date memberships. Dean suggested that members be reminded to renew memberships by email. One suggested solution suggested by Nick was to move to selling tickets through the website automatically requiring a current membership.
- 4. Models
 - a. No discussion – see 1c above.
 - 5. Gallery Shows
 - a. It was reported that the proposed show by Justin Ogilvie and Steve Williams was cancelled at the last moment.
 - b. Alain is working with Andrew (art collector) on organizing a show of Betty Woo’s work.

Old Business:

- 1. Studio Fire Safety & Sprinkler Issue
 - a. The sprinkler system has been upgraded and is now code compliant.
- 2. Work Status of Models
 - a. It was agreed that it would be worthwhile to seek a legal opinion on this issue. Paul to seek a recommendation for a lawyer specializing in Societies law and will arrange an informal discussion to be attended by interested board members. A list of other topics to be discussed will be developed.
- 3. Phishing emails
 - a. Recent phishing emails appearing to come from board members appear to be generated by “harvesting” email addresses from the Basic Inquiry website.
- 4. Contact List on Google Docs
 - a. Paul to confirm ensure contact list is updated. Although the contact list has been shared with all board members and volunteers through Google Docs it is not clear that all have received the document. Nick accessed the Docs site and corrected the situation. All relevant people now have access.

New Business:

1. Changes in distribution of minutes to membership
 - a. Paul reported that during a recent email exchange with Cyprian it became apparent that maintaining the membership list is an onerous task and can sometimes result in delays in emailing minutes to the members. As a solution Paul suggested that in future minutes would not be emailed to the membership but would continue to be posted on the website. Any members interested in reviewing the minutes could access them from the website. A one time only notice to this effect would be emailed to members. Nick disagreed and suggested that an email to the membership was necessary each time minutes were posted to the website.
 - b. It was agreed that Nick would discuss the issue with Cyprian to see if there was an alternative solution.

2. Member Survey
 - a. A survey of members, seeking information on membership demographics, attendance at sessions, and member preferences for sessions was developed 2 years ago, but not issued. Paul suggested issuing this web-based survey now. (Copy of survey attached to these minutes).

3. Other Business
 - a. Suzanne raised the issue of an inquiry from an artist wanting to attend a session and asking if her 9-year old daughter could wait in the foyer during the session. It was agreed that a strict interpretation of VLDS policy would not permit this. An alternative solution, in which the child would participate in the session as an artist was proposed. It was acknowledged that this would require payment of a second session fee.

No consensus was reached, and it was agreed that issue would be discussed with the session manager in question and that he would ultimately determine if the child could wait in the foyer.

While a number of board members were clear that a policy on this issue exists its location is a little obscure. Paul suggested that developing a policy manual that consolidated all policies could make future resolution of similar issue easier.

- b. Alain discussed a proposed special session for Winston Churchill School on November 2, which he will run. It was agreed that Alain would essentially be renting the studio space and that this was not an issue that required input from the Board.

The Meeting was adjourned at 9:30 pm.